

# Presentation

<b>Agenda Item #</b>	1
<b>Meeting Date</b>	September 10, 2007
<b>Prepared By</b>	Lonni Moffet, Communications Director
<b>Approved By</b>	Barbara Matthews, City Manager

<b>Discussion Item</b>	Feasibility Study for Council Chambers/Auditorium Renovation by MTFA Architecture
<b>Background</b>	<p>On March 5, 2007, the Takoma Park Arts and Humanities Commission requested that the Council conduct a comprehensive evaluation of the feasibility of renovating the auditorium for use as both a venue for the performing arts and a meeting space for official Council proceedings. The Resolution submitted by the Commission requested that the feasibility study consider all aspects of the proposed use of the space, provide for the telecasting of Council meetings, performances and other events, and ensure the accessibility of the facilities. Following that discussion, the City Council directed staff to proceed with issuing a Request for Proposals for such a study.</p> <p>On March 30, 2007, the City of Takoma Park issued a “Request for Proposals for Architectural Services in Connection with the Proposed Renovation of the Council Chambers/Auditorium.” Three responsive proposals were received and MTFA Architecture was selected to conduct the Feasibility Study. The contract was awarded in mid-May.</p> <p>MTFA Architecture worked with the ad-hoc Auditorium Committee, consisting of representatives from the Arts &amp; Humanities Commission and the performing arts community, including musicians, dancers and theater representatives. Recreation Department and Recreation Council members participated as well as other City staff representing the City Clerk’s Office, Public Works and City TV.</p> <p>The draft Feasibility Study was presented to the ad-hoc Auditorium Committee in early July. MTFA Architecture subsequently finalized the report and will present its findings to the City Council.</p> <p>As described in the attached Executive Summary, MTFA Architecture developed three concept plans. The associated cost estimates range from \$437,210 to \$1,508,639. Each plan offers varying levels of improvements to the space, including HVAC, ADA enhancements, audio-visual upgrades and other renovations.</p>

<b>Policy</b>	<p>In accordance with Section 401(b)(41), the City Council has the responsibility for public buildings.</p> <p>In Resolution 1992-12, the City Council resolved to telecast on the City's cable channel all Council worksessions and regular meetings, stating the following: "It is the preferred policy of the City Council to encourage citizen involvement and participation in the political life and affairs of our City."</p> <p>By Resolution 2005-42, the City Council adopted "Creative Vision: A Cultural Plan for Takoma Park". Goals of the plan include the following: "To create cultural infrastructure and identify focal points within community; enable match between performance/exhibition spaces and cultural needs; maximize cultural use of community center, a center of opportunity for viewing, participating, and displaying art that catalyze unity and interest in the arts and humanities."</p> <p>The goal of the feasibility study was to identify ways to utilize the Council Chambers/Auditorium for both official City proceedings and performing arts.</p>
<b>Fiscal Impact</b>	<p>The three concept plans developed by MTFA Architecture range in cost from \$437,210 to \$1,508,639.</p> <p>By Resolution 2007-20, the City Council approved the City's Fiscal Year 2008 Program Open Space (POS) Annual Program, which included the Council Chambers/Auditorium renovation. Of the anticipated POS allocation of \$314,956, approximately \$206,000 was proposed for the renovation project.</p> <p>The City Council previously approved the dedication of \$435,575 in Fiscal Year 2007 POS funds towards the gymnasium project. A portion of the funding was utilized for the gymnasium feasibility study, leaving an available amount of approximately \$386,000. At the direction of the City Council, these funds could be reallocated for renovation of the Council Chambers/Auditorium.</p> <p>The City received \$360,000 in State bond bills in FY07. As presented, these funds were to be used for construction of a gymnasium. The funding authorization is broadly defined as being allocated towards the Takoma Park Community Learning Center; consequently, staff believes that the monies could be allocated towards the Council Chambers/Auditorium at the Council's direction.</p>
<b>Attachments</b>	<p>Executive Summary from "Feasibility Study for a Council Chambers/Auditorium Renovation" by MTFA Architecture.</p> <p>The complete report is available in hardcopy for review upon request and is viewable on the City website at <a href="http://www.takomaparkmd.gov/auditorium">www.takomaparkmd.gov/auditorium</a>.</p>
<b>Recommendation</b>	<p>Staff recommends that the City Council listen to the presentation of MTFA Architecture and provide direction to staff as to how to proceed.</p>
<b>Special Consideration</b>	

## I . EXECUTIVE SUMMARY

### **Background**

MTFA Architecture was retained by the City of Takoma Park to conduct a feasibility study for renovation of the existing City Council Chambers/Auditorium located in the City Hall building. The goal is to better facilitate multiple uses including such events as performing arts, lectures, and music, while continuing to serve its primary function as a Council Chamber.

The MTFA design team included architects, interior designer, audiovisual and acoustic consultants, lighting designer, mechanical/electrical engineers, and professional cost estimator.

To begin the study, the design team met with administration and community representatives to confirm program and objectives. Also discussed was how alternative design concepts could assist the Takoma Park Council and community in determining the best course of action. It was decided that the study's alternative design concepts should span a range of scope and budget. Three concepts were developed as follows:

### **Concept-A:**

This is a minimal scheme that includes remodeling of the existing conference room to include a wheelchair lift, and partially raised floor for storage of a mobile Council desk. Additional priority is given to replacement of ceiling and lighting. Proposed audiovisual upgrades are modest and other changes are limited including retention of the existing fixed seating. The existing air conditioning equipment remains and HVAC work is limited to possible retrofit of sound-reducing liners at return air plenums.

### **Concept-B**

Concept-B was developed subsequent to the more comprehensive design for Concept-C. The intent was to incorporate reasonable compromises to scope to achieve cost savings, while preserving the highest priority elements.

Like scheme A, a storable mobile Council desk is included, but there is additional remodeling of support areas. Major design elements include an extended stage configuration, and ADA ramp and restroom, new seating, lighting and ceiling treatment, replacement of the HVAC system, and additional audiovisual support.

### **Concept-C**

This scheme maximizes flexibility and opportunities within the physical envelope. The remodeling scope includes new features such as the addition of a new "front" entrance as well as glazed openings to the atrium lobby. A new rooftop system HVAC design is proposed, and a comprehensive higher end audiovisual scope is suggested.

### Estimated Construction Costs

Detailed construction cost estimates were developed as part of the study and are summarized in the following table with a breakout for mechanical (HVAC), a rough idea of accessibility (ADA) items, the allocated audiovisual (AV) package and a total contract price estimate:

CONCEPT	COMPONENTS				TOTAL
	HVAC	ADA	AV	GENERAL	
A	10,396	30,000	58,500	338,314	437,210
B	116,354	65,000	99,400	822,551	1,103,305
C	169,488	85,000	217,300	1,036,851	1,508,639

Please note that these figures represent “construction contract” estimates. **THEY ARE NOT TOTAL PROJECT COSTS** and not include soft cost costs such as bonds, financing, construction management, tests and inspections, architecture/engineering fees, or cost escalation beyond July 2008. Estimated project costs should be determined by applying a multiplier or line item budget in consultation with City management staff. The estimates do include general contractor's overhead and profit, costs for a bond, a 6% escalation assuming construction start in summer 2008, and a “design contingency” of 15% representing possible additions to overall scope not currently anticipated. See page 9.1 for additional notes.

The concept budgets can be used as tools for determining a final project scope where certain mixing and matching of elements are possible. A definite construction logic, however, should be applied in any recombination of scope.

Limited phasing of improvements is a viable option. However, phasing of architectural modifications by and large would not be an effective strategy. Phasing could best include deferral of selected program components such as AV equipment, lighting, etc. depending on the selected design concept.

### Conclusion

Straight forward improvements can significantly transform the Council Chambers/Auditorium space and provide an upgraded experience for the City Council setting as well as a wider variety of activities. A range of options, budget, and effectiveness are available to address the objectives as developed by community representatives.

The study looked at three renovation approaches with the intent to present realistic projects at three different investment levels. A requirement for each was that it achieve significant design objectives. Each concept will require a substantial commitment of resources. The direction for a renovation approach will require much discussion and certainly options can include a decision not to pursue anything at the levels illustrated.

Regardless of approach taken, a number of building items will require replacement and/or upgrades—for example, the HVAC equipment is well overdue for replacement. Such items could trigger a wasteful piecemeal or band-aid approach in the absence of longer range plans, or they can be part of a larger master plan. It is hoped that this study provides a tool for the discussion of the longer term community vision and commitment for this venue. This discussion is now timely and an important part of the stewardship process.